

**MUNICIPAL MINUTES, CITY OF TUPELO**  
**STATE OF MISSISSIPPI**

**APRIL 15, 2014**

Be it remembered that the regular meeting of the Tupelo City Council was held in the Council Chambers at City Hall Building on Tuesday, April 15, 2014, at 6:00 p.m. with the following in attendance: Council Members Markel Whittington, Lynn Bryan, Jim Newell, Nettie Y. Davis, Buddy Palmer, Mike Bryan and Willie Jennings; City Attorney Ben Logan; and Glenda Muse, Clerk of the Council.

The invocation was led by Rev. Terry Garrett, Pastor of King's Gate Church, followed by the Pledge of Allegiance led by Councilman Lynn Bryan.

**IN THE MATTER OF CALLING THE MEETING TO ORDER**

President Davis called the regular meeting to order at 6:00 p.m.

**IN THE MATTER OF CONFIRMATION OR**  
**AMENDMENT OF AGENDA AND AGENDA ORDER**

Upon a motion by Councilman M. Bryan and a second by Councilman Palmer, the council voted unanimously to approve the agenda and agenda order, amended as follows:

DELETE:      Item #4.5      Report Regarding Salary Review and  
Management Job Duties and Descriptions

**4.      PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA**

**IN THE MATTER OF RECOGNITION OF BOY/GIRL SCOUTS**

No scouts were present for recognition.

**IN THE MATTER OF RECOGNITION OF CITY EMPLOYEES**

No city employees were present for recognition.

**IN THE MATTER OF PUBLIC RECOGNITIONS**

Councilman M. Bryan announced Easter activities sponsored by First Baptist Church to be held Saturday, April 19, 2014, at Robins Field including two runs and an egg hunt to follow. The event will begin at 8:30 a.m.

**MUNICIPAL MINUTES, CITY OF TUPELO**

## **STATE OF MISSISSIPPI**

**APRIL 15, 2014**

### **IN THE MATTER OF PROCLAMATION IN RECOGNITION OF “PowerTalk 21 Day”**

Tupelo Police Chief Bart Aguirre accepted a proclamation from Mayor Shelton in recognition of “PowerTalk 21 Day” on Monday, April 21, 2014. This day is established to encourage parents and caregivers to embrace their important role in influencing America’s youth and their decisions about drinking alcohol. MADD will kick off “21 Days in Support of 21” beginning April 1 and ending April 21. Mothers Against Drunk Driving (MADD) is offering a free community parent workshop to give parents tools to talk to their teens about the subject of alcohol. Teen alcohol use kills 4,700 people each year, more than all other illegal drugs combined.

### **IN THE MATTER OF MAYOR’S REPORT**

Mayor Shelton began his report by recognizing Kim Hanna, City Clerk, who will be recommended later on the agenda for the position of Chief Financial Officer/City Clerk. The two positions are being combined with the current CFO Lynn Norris continuing to assist with the city’s financial matters on a consultant basis. Ms. Hanna was given a standing ovation by the City Council and other City co-workers. Mayor Shelton requested the City Council’s support in promoting Ms. Hanna to this position.

In another item appearing later on the agenda, Mayor Shelton is recommending the appointment of Mr. Lawrence Deas to the Tupelo Airport Authority. He introduced Mr. Deas to the City Council and audience and urged the Council’s approval of his request to appoint Mr. Deas. He will be replacing Mr. David Parker whose term has expired.

The Mayor addressed the issue of salary reviews and job duties of City Department Heads, particularly the salary of the Director of the Human Resources Department. He stated he did not think it is fair that this Director is the lowest paid Department Head in the city, as well as state-wide, by such a large margin. While there are only three individuals in this department, this Director has to oversee all the employees of the city. He is requesting this salary be increased to \$73,000. Mayor Shelton said he would like to request publicly that all seven City Council Members consider what they would be willing to support and come to some type of agreement to move this salary closer to where he felt it should be. He asked, also, that Council Members look at the number two and number three positions in each department and study those facts and figures as to decide what increase they would be willing to support for the Human Resources Director so it can be placed on the next agenda.

## **MUNICIPAL MINUTES, CITY OF TUPELO** **STATE OF MISSISSIPPI**

**APRIL 15, 2014**

**5. PUBLIC AGENDA**

(NO ITEMS)

**6. ACTION AGENDA**

(NO ITEMS)

**7. ROUTINE AGENDA**

**IN THE MATTER OF REVIEW/APPROVE MINUTES OF CITY COUNCIL MEETING**

Upon a motion by Councilman Jennings, seconded by Councilman Whittington, the council voted unanimously to approve the minutes of the regular city council meeting of Tuesday, April 1, 2014

**IN THE MATTER OF REVIEW/PAY BILLS**

Upon a motion by Councilman Palmer and a second by Councilman Whittington, the council voted unanimously to approve payment of the following checks, bills having been reviewed at 4:30 p.m. by Council Members Whittington, L. Bryan, Newell, Davis, Palmer, and Jennings:

Check Nos. 119532 through 119924 (Pool Cash Fund)  
Electronic transfers as shown on the face of the docket.  
Invoices as shown on the face of the docket.  
Requests made by AFLAC to reimburse employees under Flex-One Plan  
as shown on the face of the docket.

**IN THE MATTER OF REVIEW/APPROVE APPOINTMENT AND CONFIRMATION  
OF KIM HANNA AS CHIEF FINANCIAL OFFICER/ CITY CLERK OF THE CITY OF  
TUPELO**

Earlier in the meeting, Mayor Shelton had introduced Kim Hanna, City Clerk, to the audience and requested the approval and confirmation of her appointment by the City Council to the now combined Chief Financial Officer/City Clerk position.

Lynn Norris, current Chief Financial Officer, will remain as consultant to the city on a volunteer basis. Mayor Shelton expressed his appreciation to Mr. Norris for his service.

**MUNICIPAL MINUTES, CITY OF TUPELO**  
**STATE OF MISSISSIPPI**

**APRIL 15, 2014**

Councilman Whittington moved to approve the recommendation and request of Mayor Shelton and appoint and confirm Kim Hanna to the position of Chief Financial Officer/City Clerk of the City of Tupelo effective April 15, 2014. The motion was seconded by Councilman M. Bryan and unanimously approved by a vote of the Council.

**IN THE MATTER OF REVIEW/APPROVE APPOINTMENT TO TUPELO AIRPORT AUTHORITY BOARD**

Upon a motion by Councilman L. Bryan and a second by Councilman Jennings, the council voted unanimously to approve the request of Mayor Shelton and appoint Mr. Lawrence Deas to the Tupelo Airport Authority Board. Mr. Deas will be replacing Mr. David Parker whose appointment has expired. Mr. Deas' term will begin March 2014 and end March 2019. A copy of his bio is attached to these minutes as **APPENDIX A.**

**IN THE MATTER OF REVIEW/APPROVE AMENDING PROVISIONS OF THE CODE OF ORDINANCES REGARDING MOWING OF PRIVATE PROPERTIES DETERMINED TO BE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE**

This item had been tabled at the March 18, 2014, city council meeting. Councilman M. Bryan moved to bring the matter off the table for consideration at this time; the motion was seconded by Councilman Palmer and unanimously approved by a vote of the council.

Councilman L. Bryan moved to adopt a Resolution Amending the Provisions of the Code of Ordinances Relating to the Mowing of Private Properties Determined to Be a Menace to Public Health, Safety and Welfare, with "Lot Mowing Policy" of the Tupelo Public Works Department attached as an exhibit. The motion was seconded by Councilman Palmer. The Resolution states that the current ordinances of the City need to be amended to conform uniformly to state statutory authority, to establish procedures for large tracts of undeveloped property adjoining residences, and to set a realistic penalty as allowed by statute. Sections of the Code of Ordinances of the City of Tupelo amended by this Resolution include Chapter 7, Article V, Property Maintenance Code; Chapter 13, Health and Sanitation, Article II, Grass and Weeds; and Chapter 28, Comprehensive Ordinance Enforcement Code, Article I, Enforcement. The council voted unanimously to adopt the Resolution.

An executed copy of this Resolution, including the exhibit "Tupelo Public Works Lot Mowing Policy, is attached to these minutes and incorporated herein as **APPENDIX B.**

**MUNICIPAL MINUTES, CITY OF TUPELO**  
**STATE OF MISSISSIPPI**

**APRIL 15, 2014**

**IN THE MATTER OF REVIEW/ACCEPT 'DONATION SPECIALTY WARRANTY DEED' IN CONSIDERATION OF ESTABLISHING PERMANENT SETBACK FOR DONATED PROPERTY**

Councilman Whittington offered a motion to establish permanent side setbacks of 10 feet for the benefit of the owner of Parcel #075-T-15-033-00 on the South side of the parcel along Colonial Estates Road and on the East side of the parcel along McCullough Boulevard, in exchange for the property owner's donation of right-of-way to the Colonial Estates/McCullough Boulevard intersection improvement project. The motion was seconded by Councilman M. Bryan and unanimously approved by a vote of the council. A Donation Special Warranty Deed from JTM, LLC to City of Tupelo, Mississippi, will be executed to constitute the entire agreement between the grantor and the grantee.

**IN THE MATTER OF REVIEW/APPROVE REQUEST TO SUBMIT CDBG APPLICATION FOR BEECH SPRINGS SEWER PROJECT**

Terri Blissard, Grant Administrator, had submitted a request to the Mayor and City Council to approve a Resolution of Authorization to Submit a Community Development Block Grant (CDBG) Application and Commitment of Funds. The application is for funding up to \$600,000 for sewer infrastructure in the newly annexed Beech Springs area west of Gloster Street. The grant requires a match commitment equal to the amount of grant funding offered. However, Ms. Blissard advises that State revolving loan funds have already been acquired for this project as well as other newly annexed areas and may be used toward the match.

Councilman Newell moved to approve this Resolution; the motion was seconded by Councilman Palmer and unanimously approved by the council. A copy of the executed document is attached to these minutes as **APPENDIX C.**

**IN THE MATTER OF REVIEW/ACCEPT MINUTES OF PARKS ADVISORY BOARD AND SPORTS COUNCIL MEETING**

Upon a motion by Councilman Whittington and a second by Councilman L. Bryan, the council voted unanimously to accept the minutes of the Parks Advisory Board and Sports Council meeting of February 25, 2014, a copy being attached hereto as **APPENDIX D.**

**MUNICIPAL MINUTES, CITY OF TUPELO**  
**STATE OF MISSISSIPPI**

**APRIL 15, 2014**

**IN THE MATTER OF REVIEW/ACCEPT MINUTES OF TRAFFIC COMMITTEE MEETING**

Upon a motion by Councilman Palmer and a second by Councilman Whittington, the council voted unanimously to accept the minutes of the Traffic Committee meeting of April 1, 2014, a copy being attached to these minutes as **APPENDIX E.**

**IN THE MATTER OF REVIEW/APPROVE CONTRACT FOR MANAGEMENT OF  
AZALEA GARDENS**

Councilman L. Bryan moved to allow Mayor Jason Shelton to enter into an interim management agreement with TRI Realtors, Inc. for property located at 1518 Ida Street, known as “Azalea Gardens”. The motion was seconded by Councilman Palmer with vote by the city council as follows:

VOTING AYE: L. Bryan, Davis, Palmer, M. Bryan  
VOTING NAY: Whittington, Newell, Jennings

An executed copy of the Management Agreement is attached to these minutes and incorporated herein as **APPENDIX F.**

**8. STUDY AGENDA**

**IN THE MATTER OF REVIEW/DISCUSS REQUEST FOR ABANDONMENT OF  
PUBLIC RIGHT-OF-WAY AND ACCEPTANCE OF PROPERTY**

This item will remain on the Study Agenda.

**IN THE MATTER OF REVIEW/DISCUSS CONTRACT AND AGREEMENT  
BETWEEN CITY OF TUPELO AND MISSISSIPPI DEPARTMENT OF  
TRANSPORTATION (MDOT)**

This item will remain on the Study Agenda.

**IN THE MATTER OF REVIEW/DISCUSS AMENDMENT OF SMOKING BAN  
ORDINANCE**

This item will remain on the Study Agenda.

**MUNICIPAL MINUTES, CITY OF TUPELO  
STATE OF MISSISSIPPI**

**APRIL 15, 2014**

**IN THE MATTER OF ADJOURNMENT**

There being no further business to come before the council, upon a motion by Councilman Palmer, seconded by Councilman Newell, the council voted unanimously to adjourn the regular meeting at 6:45 p.m.

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PRESIDENT

ATTEST:

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CLERK OF THE COUNCIL

APPROVED:

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MAYOR